

POMPONHO PINES CONDOMINIUM TRUST

Meeting Minutes

March 18, 2021

TRUSTEES:

Amy Chandler, Jeremy Foote, Sue Sheehan, Paudraig Curran, Stephen Dias, Jim Duffy & Shane Abboud

MANAGEMENT: James Roberts

MEETING CALLED TO ORDER: 7:05 PM

OPEN SESSION:

1. Meeting was held via Google Meet

FINANCIAL STATEMENTS:

1. Review of February Financials (posted to the website)
2. Review of Delinquency Report

MAINTENANCE

1. Some of the old front stairs have degraded markedly.
 - a. This includes some loose railings.
 - b. Replacement efforts will continue on a rotation, with the replacement of the next sets of stairs starting in spring 2021.
2. Some fences are at the end of their life cycle.
 - a. A replacement effort will have to be considered.
 - i. Various options will have to be priced out. Jamie will look into it.
 - ii. Rotation of replacements to start summer 2021.
3. Work Orders
 - a. All work orders have been discussed and reviewed by the Board.
 - b. We are working on resolving any issue as quickly as we possibly can.

LANDSCAPING:

1. Landscaping Contract
 - a. Board has three RFPs for new Snow Removal/Landscaping
 - b. Paudraig made a motion to allow Jamie to negotiate a contract with Deangele Landscaping
 - i. Sue seconded
 - ii. All Board members agreed
2. Snow Removal Contract
 - a. Jamie will also negotiate the Snow Removal contract with Deangele Landscaping
 - i. We will attempt to set up a monthly payment that will be paid to Deangele Landscaping.
3. Tree Replacement Proposal
 - a. Deangele has also submitted an estimate to replace the trees that were removed earlier this year.

- b. The Board will consider the tree replacement proposal and decide on our course forward
 - c. Jamie will try to negotiate with Deangele Landscaping to get the best possible price
 - d. The tree replacement project will need to wait until closer to the Fall due the risk of the summer heat and possible lack of precipitation hindering the development of any newly planted tree.
4. BB Court/Loam and Seed (**POSTPONED UNTIL FURTHER REVIEW BY THE BOARD**)
- a. New BB Court asphalt has been completed.
 - b. Loam and seed for the Field Area will be postponed until further review by the Board.
 - i. On hold due to budget reasons.

NEW BUSINESS:

1. Violations & Enforcement
 - a. Enforcement of rules has been stepped up in an effort to remove habitat for pests. This has led to an increase in complaints.
 - b. Many sheds are in such poor repair that they are an attractive nuisance. Some may have to be demolished
 - c. Maintaining sheds is Unit Owner responsibility. A letter will be sent reminding owners of this fact.
 - d. Shane proposed the board come up with a concrete policy regarding sheds to be reviewed at the next meeting.
2. The Board has the right to inspect Exclusive Use Common Areas and cite units for violations.
 - a. Generally, such an inspection will be preceded by a notification letter or e-mail.
 - b. Enforcement of rules and regulations needs to be stepped up.
3. Solar Project
 - a. The Solar Project installation has been completed
 - b. We are just awaiting the Interconnection Approvals from National Grid which come after the inspections of each of the solar panels systems
 - c. The estimated time for activating the system will be on or before March 31, 2021.
4. Rules and Regulations Revisions
 - a. The revised rules and regulations were submitted to the Board for review.
 - b. The Rules and Regulations are currently being revised and voted upon by the Board of Trustees.
 - c. The new Rules and Regulations will be completed and sent to unit owners on or before April 30, 2021.
5. Late Fees
 - a. Board discussed the issue of late fees during the COVID-19 Pandemic.
 - b. Board decided that late fees will be waived for any unit owner for April 2020 and will decide each month whether to extend the waiver of late fees for the upcoming month at the monthly Board meeting.

- c. Board has decided to waive all late fees for March 2021.

OLD BUSINESS:

1. Right of First Refusal and Online meeting vote.
 - a. With ROFR in the condo docs, FHA approval is impossible to get, because it is discriminatory.
 - i. The Board has never invoked ROFR.
 - b. Technically the condo docs do not allow an annual meeting to be held in any manner other than in person.
 - i. Meeting online is safer during a pandemic and could increase unit owner participation, even after the resolution of the COVID-19 crisis.
 - ii. Casting votes virtually would be much easier than the currently mandated method of paper ballots or voting in-person at meetings.
 - c. A vote by the association would be required to change both of these, with a supermajority approving.
 - i. Being eligible for FHA loans would drive up home values.
 - d. Vote progress: (EEE votes out of QQQ needed)
2. Water Main shut off valves (**POSTPONED UNTIL FURTHER NOTICE**)
 - a. Should be starting up soon.
 - b. Some of the shut off valves have calcified due to lack of use and can no longer be turned off.
 - i. This is an issue because there will be no way to turn off the water to any particular unit if there is a plumbing emergency.
 - ii. If we do not have this option, there is a chance that other units can be damaged by leaking water.
 - c. Email was sent out to inform unit owners to test their shut off valves and express them at least 2× per year.
 - d. If the unit owner has a valve that is calcified and cannot be expressed, the association will send out a plumber to replace the valve.
 - e. The cost of the replacement will be split equally between the association and the unit owner.

MEETING ADJOURNED: 8:30 PM

INFORMATIONAL ITEMS:

LOANS:

- A. Vinyl Siding Loan
 - a. \$897k, 10/19/11 - \$9,544 per month - 5% interest, 5 yr term, 10 yr repayment.
 - b. Refinanced on 1/19/15 - 4.68% for 5 years, then rate may change.
 - c. Refinanced again as part of solar project September 2020

- d. Current loan amount owed: \$134,963.36
- e. Projected payoff date: 2022
- B. Solar Project Loan
 - a. \$1.6 Million, 9/14/20 - \$ per month
 - b. Current loan amount owed: \$1.6 million

ROOFS REPLACED: ALL roofs replaced in July-August 2020

ANNUAL MEETING: Thursday –Dec 16, 2021 - 7pm East Bridgewater Town Hall 2nd Floor OR online through Zoom or Google Meet

BOARD TERMS:
2021: Shane Abboud
2022: Amy Chandler, Jim Duffy, Sue Sheehan, Jeremy Foote
2023: Paudraig Curran, Steven Dias

POSSIBLE BUDGET ITEMS: Repaving/Repairing parking lots, Landscape remodels, fence replacement, front entry stairs replacement.